



COUNTY OF LOS ANGELES

DEPARTMENT OF HUMAN RESOURCES

HEADQUARTERS
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September 11, 2006

To: All Department Heads

From: Michael J. Henry
Director of Personnel

Subject: **SEVENTH ANNUAL LEARNING ACADEMY GRADUATE RECEPTION**

Enclosed is an invitation to a reception on Thursday, September 28, 2006, from 1:00 p.m. to 4:30 p.m., at Almansor Court in the City of Alhambra. This reception is for recent graduates from the following Los Angeles County Learning Academy Certificate Programs:

BUREAU CHIEF – EXECUTIVE LEADERSHIP
DIVISION CHIEF – LEADERSHIP ESSENTIALS FOR COUNTY MANAGERS
SECTION HEAD – MANAGING TODAY: A SKILLS APPROACH
ADMINISTRATIVE ANALYST/ASSISTANT – STAFF LEADERSHIP: ANALYTICAL TOOLS & TECHNIQUES
ADMINISTRATIVE INTERN
BUDGET & FINANCE – THE STRATEGIC PERSPECTIVE ON BUDGET AND FINANCE MANAGEMENT
FISCAL OPERATIONS – FUNDAMENTALS OF FISCAL OPERATIONS
HUMAN RESOURCES TECHNICAL – LEGAL ENVIRONMENT: EMPLOYEE RELATIONS AND DISCIPLINE

We will recognize the accomplishments of these employees for their dedication and hard work, as well as the commitment of each department in their support of these programs. Your presence would be a tribute to the County managers and employees who have completed their certificate programs. Your department's training coordinator will receive a list of graduates from your department who will be honored at the reception.

We would also like to thank you for supporting the Los Angeles County Learning Academy and recognizing the importance and benefits that continual learning can bring to the County, your employees, and the public we serve.

I hope that you will be able to join us to congratulate the employees who have made this program a success. Please RSVP to Robin Suárez at (213) 738-2125 or rsuarez@hr.lacounty.gov by Wednesday, September 20, 2006.

MJH:TJH
LT:RAS

Enclosure

c: Each Supervisor
Administrative Deputies
Personnel Officers
Training Coordinators

To Enrich Lives Through Effective and Caring Service

About the Speaker -

TOM CUMMINGS is a leading international scholar and consultant on designing and implementing high-performance organizations. He is currently Professor and Chair of the Department of Management and Organization at the Marshall School of Business, University of Southern California. Dr. Cummings received BS and MBA degrees from Cornell University and a Ph.D. in business administration from the University of California at Los Angeles. During the past 30 years, he has served as a senior consultant to numerous Fortune 100 companies in managing strategic change and designing high-performing organizations. Dr. Cummings is widely recognized in both business and academic communities for his many contributions to management knowledge. He has authored over 60 articles and 19 books and is listed in American Men and Women of Science and Who's Who in America. Dr. Cummings is currently President of the Academy of Management, the largest professional association of management scholars in the world with a total membership of over 16,000.

an Academy Special Event. . .

You are invited to our seventh annual reception for graduates of the Los Angeles County Learning Academy's certificate programs.

Please join us as we recognize County employees who have successfully completed a certificate program this past year.

Reception and Networking Academy Graduates

Welcome Michael J. Henry, Director of Personnel

Department Head Comments Philip Browning, Director, Child Support Services Department

Congratulatory Comments David E. Janssen, Chief Administrative Officer

Presentation of Crystal Apple Award

Keynote Speaker Tom Cummings, Professor
Marshall School of Business
University of Southern California

Thursday, September 28, 2006

1:00 p.m. to 4:30 p.m.

Almanson Court
700 South Almanson Street
Alhambra, CA 91801

Please RSVP before Wednesday, September 20, 2006
to Humberto Barrera at hbarrera@hr.lacounty.gov or 213.738.2361

2006 Graduate Reception